



# SECURITY FACTS!!



A Quarterly Physical Security and Security Technology Newsletter

Vol. 2, No. 1



## Security Solutions Security Professionals Available to Assist You

The Security Engineering Division, ESC66, at the Naval Facilities Engineering Service Center, is *Unique*. This division's extensive knowledge in security technology offers expertise that cannot be replicated. Solutions to complex security issues that strengthen security and reduce overall costs are developed by trained specialists. The ESC66 staff can identify vulnerabilities and recommend improvements that maximize the effectiveness of your Force Protection measures. These experienced professionals combine the latest technology with structural and facility designs to enhance security programs.

ESC66 manages an assortment of security programs and projects, including the DoD Lock Program. The many technical and engineering capabilities of NFESC are employed to effectively respond to the needs of the Navy, DoD, and other federal agencies. Security consultation, technical advice, guidance, and engineering support are some of the services provided. Specific areas of expertise include:

- Asset Protection
- Crime and Loss Prevention
- Force Protection/Anti-Terrorism
- Security Analysis
- Security Design
- Security Equipment Support

Watch for future articles in this newsletter that will feature in-depth descriptions of the areas listed above. Your facility will benefit from ESC66's services that can help you save money while improving security.

The ESC66 security professionals offer efficiency and innovation to your security programs! For consultation, technical advice, or engineering support in any of these areas, contact the Security Engineering Division at 805-982-1581 or DSN: 551-1581. ☒



### *In This Issue...*

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*Contributions Welcome!*

*Look for your idea in an upcoming issue!*

## “The Real Deal on Seals”

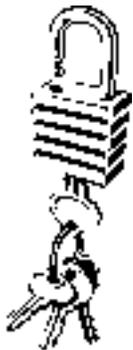
Security Management magazine published “The Real Deal on Seals” in their September 1997 issue. The author of the article is Mr. Roger G. Johnson, CPP, Ph.D., team leader of the Vulnerability Assessment Team (VAT) in the Chemical Science and Technology Division at Los Alamos National Laboratory.

Testing of nearly 100 different security seals is the subject of the article. Test samples ranged from simple wire seals (costing only a few cents per unit) to complex, expensive electronic and fiber



optic devices. Test results showed that seals are vulnerable to inexpensive, low-tech methods of covert defeat (gaining entry without being detected). Defeat times ranged from three seconds to two hours, depending on the seal.

A copy of the article can be obtained by calling the **Hotline** or accessing the DoD Lock Program Web Site at: [locks.nfesc.navy.mil](mailto:locks.nfesc.navy.mil) ☒



## Low Security Padlocks Order from DISC or GSA

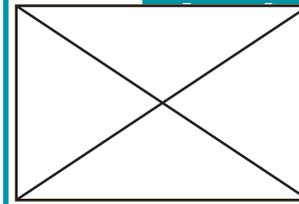
The Lock Program Hotline receives several calls each month from users requesting criteria for low security or secondary padlocks. The basic requirement is that low security padlocks must be key-retaining and heel-toe deadlocking. A list of low security padlocks available from the Federal Supply System follows.

### Defense Industrial Supply Center (DISC) low security padlocks:

NSN	Nomenclature
5340-00-158-3805	Padlock, steel, chromium or zinc surface treatment, pin tumbler with dead bolt locking construction.
5340-00-158-3807	Padlock, steel w/chain, chromium or zinc surface treatment, pin tumbler with dead bolt locking construction.
5340-01-408-8434	Padlock, steel w/captive keyway and 3-inch shackle.
5340-01-408-8452	Padlock set, steel, 1 1/2-inch body width, 10 locks per set keyed-alike w/captive keyway.
5340-01-437-0625	Padlock set, steel, 1 1/2-inch body width, 6 locks per set keyed-alike w/captive keyway.
5340-01-437-0627	Padlock set, steel, 1 1/2-inch body width, 24 locks per set keyed-alike w/captive keyway.
5340-01-269-9345	Padlock set w/clevis and chain, long shackle, pin tumbler and dead bolt locking construction - 5 keyed-alike.

### GSA low security padlocks:

NSN	Nomenclature
5340-01-346-4611	Padlock: Shall conform to ASTM F883, Type PO 1- Key Operated; Grade 2 - Performance Level; Option E - Corrosion Resistant.
5340-01-346-4612	Padlock (with chain): Shall conform to ASTM F883, Type PO 1- Key Operated; Grade 2 - Performance Level; Option E - Corrosion Resistant.
5340-01-346-7462	Padlock (brass or bronze): Shall conform to ASTM F883, Type PO1- Key operated; Grade 2 - Performance Level, Option F - Provided with non-ferrous shackles. ☒



talk...

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an?

☒ **Key Retaining:** Of or pertaining to a lock which must be locked before its key can be removed.

☒ **Heel and Toe Locking:** Describes a padlock which has locking dogs at both the heel and toe of the shackle.

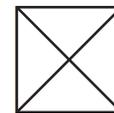
☒ **Heel (of a Padlock):** The part of a padlock shackle, which is retained in the case when in the unlocked position.

☒ **Toe (of a padlock):** That part of the shackle, which may be removed from the shackle.

*Courtesy of The Professional Glossary of Terms relating to Cylinders, Keys and Master Keying, compiled by the ALOA-sponsored National Task Group for Certified Training Programs, Master Keying Study Group*

### Security Facts!!

Published By  
**NFESC**



Using Appropriated Funds

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## Did You Use a Standard Form 700?

## Standard Form 700 Security Container Information

National Stock Number 7540-01-214-5372 available from GSA

- or -

DoD Lock Program Web Site: [locks.nfesc.navy.mil](http://locks.nfesc.navy.mil)

Turn the page for further details



## Security Container Information

*Never Lose the Combination!*



It can be costly and time-consuming when a GSA-approved security container or vault cannot be opened because the combination is lost or forgotten. Once a container or vault has been forcibly opened, the classified material must be safeguarded until the damaged container is repaired.

### ***Details of the form:***

Standard Form 700 is a two-part form consisting of an envelope with a tear-off tab and cover sheet. The cover sheet and face of the envelope provide space for information about the activity, container, type of lock, and who to contact if the container is left open.



### ***What to do with the form:***

Once the cover sheet is filled out, attach it to the inside of the control drawer or on the inside face of the vault door, with either tape or a magnetically-attached holder. The tear-off tab with the combination record should be placed in the envelope, sealed, and turned over to the security manager for storage.

### ***Why the form is needed:***

The Information Security Program Regulation, DoD Instruction 5200.1-R, requires the use of Standard Form 700, which applies to **ALL** DoD services and agencies.

According to Chapter 6, Paragraph 6-404, b. (2) and (3):

(2) The combination of a container, vault, or secure room used for the storage of classified information, shall be treated as information having a classification equal to the highest category of the classified information stored therein. Any written record of the combination shall be marked with the appropriate classification level.

(3) A record shall be maintained for each vault or secure room, door or container, used for storage of classified information. The location of the door or container, the names, home addresses and home telephone numbers of the individuals having knowledge of the combination who are to be contacted in the event that the vault, secure room, or container is found open and unattended will be shown. Standard Form 700, "Security Container Information," shall be used for this purpose. ☒

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## Concerned About Insulated Security Containers?

General Services Administration (GSA)-approved insulated security cabinets never contained asbestos insulation. However, many of the insulated filing cabinets made by Remington-Rand do contain asbestos insulation. Insulated Remington-Rand cabinets should be taken out of service and disposed of as hazardous material.

Originally, GSA-approved security containers were required to protect contents against fire (they also provide varying levels of surreptitious and forced entry protection). GSA-approved insulated containers were made by Herring-Hall-Marvin and Diebold. Although the requirement for insulated containers was canceled in 1961 by executive order, Diebold continued to produce insulated security containers until 1982.

Until recently, classified material could be stored in non-GSA-approved contain-

ers if secured with a three-position, dial-type, changeable combination lock, if supplemental security controls were in place. Non-GSA-approved insulated filing cabinets made by Shaw-Walker, Victor, or Remington-Rand were used for this purpose. **These containers are no longer authorized for storage of classified information.**

DoD requires that all security containers storing classified information have a combination lock that meets Federal Specification FF-L-2740. Although insulated GSA-approved containers are still authorized for storage of classified information, we do not recommend replacing the lock unless absolutely necessary. Replacement parts are not available for any of the insulated approved security containers. Consolidate classified information to minimize holdings and store in the newest containers available. ☒

### Take Note ...

GSA-approved containers that have been modified from their original construction are not be authorized for storage of classified information. DoD Instruction 5200.1-R states:

“Unapproved modification or repair of security containers and vault doors is considered a violation of the container’s or door’s integrity and the GSA label shall be removed.

Thereafter, they may not be used to protect classified information except as otherwise authorized in this Regulation.”

Modifications and changes to GSA containers can only be approved by:

Director of Engineering  
GSA National Furniture Center  
Washington DC 20406



## Frequently-Asked Questions

*The answers you need are here!*

**The GSA label on the outside of my Security Container is silver with green lettering. If I have a lockout, which procedures do I use to open and repair it?**

The container you have is a Class 7. If it was made by the Hamilton Products Group, open it using the carbide-tipped holesaw method described in NFESC TechData Sheet, TDS-2010-SHR. Replace the drawer head with a Class 6 Hamilton Products Group drawer. There is no replacement for the Mosler Class 7 drawer head. Contact the **Hotline** for specific opening and repair procedures.

**I need to install a pedestrian door lock (Mas-Hamilton CD-X07 or Lockmasters SCIFLOCK LM-5100) on a door. How high should it be mounted?**

We recommend mounting the lock approximately 46 inches above the floor. Both the Americans with Disabilities Act (ADA) and the Uniform Federal Accessibility Standard (UFAS) state that hardware required for accessible door passage be mounted no higher than 48 inches (1220 mm) above the finished floor. ☒

**Good story ideas for our newsletter. Submit your ideas or security questions to the Hotline or see page 4 for a list of addresses.**

**See yourself in print and receive a DoD Lock Program T-Shirt!**



# For Assistance or Information Call

**DoD Lock Program Technical Support Hotline:**

**(805) 982-1212 or DSN: 551-1212**

**Please leave a commercial number for return calls.**

**Fax: ..... (805) 982-2444 or DSN: 551-2444  
(805) 982-1553 or DSN: 551-1553  
(805) 982-1253 or DSN: 551-1253**

**Email ..... dodlock@nfesc.navy.mil**

**DoD Lock Program Web Site: [locks.nfesc.navy.mil](http://locks.nfesc.navy.mil)**



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